

Senior IT Manager Meeting 09/11/02

Attendance

Bob Kohler, Chris Cornwall, Kirk Thoning, John Sheldon, Nancy Huang, Sandy Wine, Nancy Soriede, Kevin Kelleher, Russ Richards, Jeremy Warren, Allison Soussi-Tanani, Walt Harrop, Don Mock, Rich Beeler, Tom Defoor, Joan Brundage, Peter Mandics, John Fenton

Decisions

None

New Action Items

Sandy Wine – Provide a link to the specific law on OMB taking money for IT security.

Nancy Huang – Send out DOC Internet Use policy on links to personal websites

Nancy Soreide – Send NESDIS geo tiff image format info to Sandy Wine and the spec's out to the Senior IT Managers

Sandy Wine – Will look into the image format further and put together a policy on it (one page fact sheet)

ALL – Send Password waiver forms to Jeremy by September 27th

Jeremy Warren – Send out link to the TCCR site where Security Subcommittee notes are posted

Jeremy Warren – Send out user guidance on what to forward to abuse@noaa.gov

Review of Old Action Items

- Rica will provide a link to the specific law on OMB taking money for IT security
 - Sandy will send it out
- ALL – Ask deputies about sharing IT Security incident reports with the TCCR sub-committee
 - Nancy did not hear from anyone objecting to providing the reports
- Don Mock - Personal Web page policy from DOC
 - The DOC Internet Use policy explicitly forbids links to personal sites from government pages
 - Nancy will send out Don's e-mail on it

Meeting Minutes

HQ Rotational Assignment (Don Mock)

- There are both technical and managerial reasons for doing this
 - Don got more out of the managerial stuff
- It is very useful if you can do it
- One month should be enough time, 3 months is ideal, a year would be way too long

- In only a month you could get an idea of how HQ works
- Spent 3 days a month going back to Boulder to touch base, which made it a lot easier
- OAR managing a virtual organization is really an outstanding feature of HQ
- It isn't really necessary to have a list of projects to do
 - Stuff just comes up to work on
- The apartment really help, made it possible for Don because you can bring your family along
- Don doesn't want to work at HQ or live in DC, but he has a new appreciation for working in Boulder
- Changes to policy
 - A report is expected at the end of the rotation
 - No per diem for visiting people only if they have the apartment
 - JI's may be eligible, but it's not explicitly mentioned

TCCR Recommendations (Joan Brundage)

- Joan's final action as the TCCR chair
- See the memo that Joan sent out for the official recommendations
- Summary of Recommendations:
 - TCCR only deals with Technical Issues
 - The TCCR will report a list of recommendations after each meeting
 - The TCCR chair will sit in the Senior Manager meetings
 - Will participate with the AD effort – try to stay away from a NOAA wide AD implementation
 - Image Format – Move to .png not .gif
 - NESDIS using geo tiff instead in an ESDIM proposal
 - Nancy Soreide will send something to Sandy on it and send specifications out to the Senior Managers
 - May not be able to view geo tiff in a browser format
 - Get the word out that .png is an alternative to .gif and we should not be using .gifs
 - Still okay if using the older version – but how do you prove that you used the older version?
 - Sandy Wine will look into this further and put together a policy on it
 - Need to worry about home grown software using .gif as well
 - Best approach is to avoid .gif's all together
 - 90 Day Password Change
 - Pre-DOC password policy
 - Policy is technically unenforceable
 - Technical people shouldn't be enforcing, should be enforced by the directors
 - Waiver forms due to OAR HQ on September 27th
 - Patch Management
 - Becky drafting a policy
 - Jeremy will send it out for comment as soon as it is

- SPAM should be sent to abuse@noaa.gov
 - Nancy Huang should send out to guidance to the field
- TCCR recommendations are a very good practice and should be continued

TCCR Security Sub-committee (Bob Kohler)

- Team appointed by the TCCR
 - Ron Bewtra
 - John Hernandez
 - John Parker
 - Dave Finelli
 - Mike Knezevich
- Their meeting minutes will be distributed
- October 1st deadline for preliminary summary
- Boulder getting a CIRT satellite office, it was mentioned that they have the worst security in NOAA
- Senate denied the NOAA Security initiative, so CIO Office is trying to fund it (House still needs to deliberate on it)
- Needs to be a balance in how NOAA is reporting hacks
 - Different severities between the types of incidents
 - Sub-committee should look into this area
 - Visibility is often a bigger impact than loss of productivity

WebShop 2002 (Allison Soussi-Tanani)

- The WebShop doubled in size and was very successful
- Carl Staton wants OAR to be the leader in this area and make it NOAA wide
- Inviting other CIO's would like to attend
- We need to look into a date for doing this, probably around May
- Set date earlier because there may be some NOAA decisions made next summer
- Need to draw the distinction between WebShop and NOAA Tech (Nancy Soreide)
 - It's an easy distinction to make
 - Bill Turnbull didn't have any problem with it
 - We'll include input from them, but not form a committee
- Will send out call for papers earlier this year
- Will probably be in Longmont again
- Will probably need to raise the registration fee next year

E-learning (Allison Soussi-Tanani)

- NESDIS is running a pilot
- It is available to us and OAR is looking at it
- Need to coordinate the management aspect of it
- Take a look at it at <http://e-learning.noaa.gov>

- Can use end-of the year money for it, if interested send e-mail to Allison by Monday
- Mary is giving each lab two free people for testing
- Go-learn.gov has a similar thing
 - But it's a free resource
 - It's the same system, but the NOAA one feeds into the directory structure with a management tool
 - Can add our own modules to the NOAA system
- \$125 per person for unlimited courses
- Signups will be quarterly enrollment, renewal only in August
- Adobe can do Acrobat training if people are interested (2 day course \$100/day for the whole course) + expenses if they have to travel

NOAA CIO Visit (Don Mock & Jeremy Warren)

- Carl Staton meet with us on how OAR works in general
- He seems like a good guy, but is constrained by the people around him
- Emphasis that we follow the chain of command for moving things up the chain
- Carl wants more control over the HPCC functions to make them fit in a uniform architecture with each other and to really micromanage these resources
- Consolidation – need business cases for NOT consolidating

October Training (Nancy Huang)

- If you want anyone else to come, there is no additional cost beyond their travel
- There is a room block at the Hilton, Allison is setting it up and will send it out on that and on how to arrange travel

Performance Elements (Nancy Huang)

- Nancy is writing up input for people's bosses
- If you have any input let Nancy know

Bush's new IT security initiative (Bob Kohler)

- New law going out next week
- May include new agency obligations
- Sept. 10th 2002 in the Miami Herald (was also stuff in the Washington Post)

NOAA Data Management Policy (Nancy Huang)

- Nancy is getting a draft from Bill Turnbull
- She will send it out for comments when she gets it

515 (Allison Soussi-Tanani)

- Some NOAA level guidance coming out